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## Ex. 6 Personal Privacy (PP)

Cc: Ex. 6 Personal Privacy (PP) Subject: RAD's Case List for Nov-Dec

Attached is the long-awaited list of cases that RAD is or will be working on in the coming weeks. They have targeted cases for "completion by RAD" (which I interpret as being "ready for review") on or before Friday Nov. 29 (11 cases), on or before Friday Dec. 6 (58 cases), and on or before Friday Dec. 13 (54 cases).



So, you need to:

- Examine your case load in the attached spreadsheet. Let me know if there are any cases on here that should not be on the list.
- There may be a few Hair on Fire cases that RAD will add to this list.
- If there are more cases of yours on the list than you can handle because of scheduled leave or because too many cases are expected to arrive from the second privacy (PP) in any given week, etc., then try to share your caseload with one or more other Program Managers. Let me know who will pick up your case.
- Comp time and/or overtime will be made available to you if you have the need or desire to do so. I am still awaiting final word on whether you can accrue comp time or overtime in a pay period in which you are taking leave; as soon as I know the answer, I will let you know. You must request comp time or overtime BEFORE you accrue it. So, if you think you may want it, request a cerain number of hours in a given pay period and I will ask to approve the request. Ask for more hours than you expect to actually need; you should only charge what you actually use but you cannot use more than the request was approved for.
- If you are scheduled to be on leave and your listed case is still "active," then find a Program Manager to serve as your backup while you are away and let me know who that PM is.
- Ex. 6 Personal Privacy (PP) s making herself available on a paid overtime basis to work on cases as well. Reach out to her and let me know if she has agreed to help you on a case.
- As always, keep your suspensions, dispositions, and PM Comment section in NCR up to date.

I am currently operating under the assumption that the following NCMB activities that are not directly related to "work on getting resolution on cases" will cease until the new calendar year:

- SNUR-related work other than the November SNUR-based batch SNUR (including document sanitization)
- No other rule related work (i.e., Biotech rule and GHS SNUR Harmonization rule)
- No FOIA work (CITB will need to contact some FOIA submitters)
- No pre-notice communication work other than PMN consolidation requests
- No 5g FR notices (including document sanitization)
- Anything else that doesn't pertain to case resolution (other than the public meeting and participation in the OECD Working Party on Manufactured Nanomaterials meetings scheduled in Paris with during the 3rd week of December)

Ex. 6 Personal Privacy (PP) Chief

New Chemicals Management Branch (MC- 7405M)

U.S. EPA, Office of Pollution Prevention and Toxics

Ex. 6 Personal Privacy (PP)